



HIGHWOOD PARISH COUNCIL

14th January 2021.

The Public and Press are invited (Public Bodies Admission to Meetings Act 1960) and all Councillors are summoned, to attend the forthcoming meeting of Highwood Parish Council, where the under-mentioned business is proposed to be transacted.

Karen Kuderovitch – Clerk to the Council

The Parish Council Meeting will be held on Monday 18th January 2021 @ 7.30pm

THIS MEETING WILL BE HELD VIA ZOOM/PHONE

Join Zoom Meeting

<https://zoom.us/j/9544464385?pwd=TIN6Z0JaNkZzTmdnSEhWREVxekxidz09>

Meeting ID: 954 446 4385

Passcode: 0GbCgT

THE CHAIRMAN TO REQUEST MOBILE PHONES ARE SWITCHED OFF/TURNED TO SILENT MODE

AGENDA



A decision to be made



Expenditure decision

1/21.	Declaration of Interests/Recording at Meetings All Members to be reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it. The Chairman to members the opportunity to declare any interests and note them. Councillors/Members of the Public to declare their intention to record the Meeting.
2/21.	Apologies for Absence 👍 A vote to be taken to accept apologies and the reasons submitted.
3/21.	Minutes 👍 The Minutes of the Parish Council Meeting of 23 rd November 2020 to be approved and signed.
4/21.	Parish Councillor Vacancy Councillors to review an application and, in accordance with the Co-option Policy, consider and vote.
5/21.	Public Forum The Chairman to allow a maximum of 15 Minutes for the Public to address the Council.
6/21.	Review of Community Projects/Action Plan for 21/22 👍 📱 To include: <ul style="list-style-type: none"> • Consideration of new play equipment at Edney Common • Installation of 2 new benches at the play area behind Highwood Village Hall.



Clerk: Mrs K. Kuderovitch. Postal Address: Springfields, Crows Lane, Woodham Ferrers, Essex CM3 8RR. Clerks Telephone 01245 842953

email: clerk@highwoodpc.org. www.highwoodpc.org





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7/21.	Finance   a) Clerk to present Bank Reconciliation/Bank Statements for end of November/December 2020. b) Councillors to review 3rd Quarter Budget Review for 20/21. c) Project Allocations to be reviewed & if necessary, virements made. d) Councillors to consider quotation for works to the Edney Common Play Area. e) Clerk to confirm submission of the 21/22 Precept to Chelmsford City Council. f) Council to consider purchase of new dog bins & agree location. g) Review of payments made/ to be made (to be presented at the meeting):
8/21.	Planning Councillors to be offered to share any planning related information. Clerk to produce a Planning report for 2020.
9/21.	General Village Items/Information <ul style="list-style-type: none">• Church Farm hedge / drainage• Edney Common hedge adjacent to play area• Edney Common road signs• Dog Fouling Signs• Foot Path Erosion• Litter Picking Equipment• Street Lighting• Wildlife signage• Highwood Newsletter• Clerk/Councillors to be offered the opportunity to share any further information/suggestions.

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